

A G E N D A

MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY

Regular Meeting

Multi-Purpose Room #1, Main Floor

Montgomery County Government Center

Tuesday, January 10, 2012

7:00 P.M.

I. CALL TO ORDER

II. DETERMINATION OF QUORUM

III. PUBLIC ADDRESS SESSION

IV. CONSENT AGENDA

V. NEW BUSINESS

- A. Memorandum of Agreement- Montgomery County Personnel Policies
- B. On -Call Policy
- C. Leave Policy
- D. Request to fill Maintenance Supervisor Position
- E. Employee Incentive Program- Bonus for Reduced Sick Leave Use

VI. FINANCIAL REPORT

VII. DIRECTOR'S REPORT

VIII. AUTHORITY MEMBERS' REPORT

IX. INTO CLOSED MEETING

Section 2.2-3711

- (1) Discussion, Consideration, or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body

- 1. Personnel

X. OUT OF CLOSED MEETING

XI. CERTIFICATION OF CLOSED MEETING

XII. ADJOURNMENT

TO: PSA Board of Directors

FROM: Robert C. (Bob) Fronk, PSA Director

DATE: January 10, 2012

SUBJECT: **AGENDA REPORT - PSA REGULAR MEETING – JANUARY 10, 2012**

I. CALL TO ORDER

The Chair will call this meeting to order.

II. DETERMINATION OF QUORUM

The Chair will determine if a quorum is present.

III. PUBLIC ADDRESS SESSION

The Chair will ask if there are any comments from the public. Each person will be allowed five minutes to address the Board.

IV. CONSENT AGENDA

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated January 10, 2012.

V. NEW BUSINESS

A. Memorandum of Agreement- Montgomery County Personnel Policies 4

B. On Call Policy See Item No. 5

C. Leave Policy See Item No. 6

D. Request to fill Maintenance Supervisor Position See Item No. 7

E. Employee Incentive Program- Bonus for Reduced Sick Leave Use See Item 8

V. FINANCIAL REPORT

The financial report for period ending December 31, 2011 will be presented for review and discussion. See Item 9.

VI. DIRECTOR'S REPORT

The Director's report will be presented at this time. See Item 10.

VII. AUTHORITY MEMBERS' REPORT

1. Member Muffo
2. Member Politis
3. Member Perkins
4. Member Brown
5. Member Marrs
6. Member Biggs
7. Member Creed

VIII. INTO CLOSED MEETING

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby enters into Closed Meeting for the discussion of the following:

- | | |
|------------------|---|
| Section 2.2-3711 | <ol style="list-style-type: none">(1) Discussion, Consideration, or Interviews
Of Prospective Candidates for Employment;
Assignment, Appointment, Promotion,
Performance, Demotion, Salaries,
Disciplining or Resignation of Specific
Officers, Appointees or Employees of any
Public Body1. Personnel |
|------------------|---|

IX. OUT OF CLOSED MEETING

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

X. CERTIFICATION OF CLOSED MEETING

PROPOSED RESOLUTION:

WHEREAS, the Public Service Authority of Montgomery County has convened a Closed Meeting on this Date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.23711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Public Service Authority does hereby agree, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the meeting to which this certification resolution applies; and (ii) only public business matters as were identified in the motion conveying the Closed Meeting were heard, discussed or considered by the Authority.

XI. ADJOURNMENT

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority does hereby adjourn to the next meeting scheduled for February 6, 2012.

**CONSENT AGENDA
JANUARY 10, 2012**

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
NOVEMBER 7, 2011**

ISSUE/PURPOSE: The above listed minutes are before the Board for approval. See Item 1.

B. EASEMENTS/DEEDS

**1. SUBJECT: ACCEPTANCE OF THE FOREST HILLS
PH I WATER AND SEWER FACILITIES
CHATTEL DEED**

**R12-1-1
RESOLUTION ACCEPTING THE FOREST HILLS, PH I
WATER AND SEWER FACILITIES
CHATTEL DEED**

BE IT RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby agree to accept the Chattel Deed for Forest Hills, Ph I water and sewer facilities; and, that Said Chattel Deed provides fee simple transfer on the constructed water and sewer lines, valves, fittings, laterals, connections, storage facilities, pumps, manholes and any and all equipment and appurtenances to the Montgomery County Public Service Authority. The Chattel Deed is hereby attached and made part of this Resolution by reference.

BE IT FURTHER RESOLVED, that the Chair of the Montgomery County Public Service Authority is hereby authorized to sign the above referenced Chattel Deed for the purpose of acknowledging acceptance of the Deed on behalf of the Directors of the Montgomery County Public Service Authority.

ISSUE/PURPOSE: Acceptance of chattel deed for operation and Maintenance of the water and sewer system to Serve Forest Hills Ph I.

JUSTIFICATION: Chattel deed transfers ownership of the water And sewer assets to the Montgomery County Public Service Authority for operation and Maintenance. See Item 2

2. SUBJECT:

**ACCEPTANCE OF THE BRABHAM IRLTONTO
WATER LINE CHATTEL DEED AND EASEMENTS**

**R12-1-2
RESOLUTION ACCEPTING THE BRABHAM IRLTONTO
WATER LINE CHATTEL DEED AND EASEMENTS**

BE IT RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby agree to accept the Chattel Deed and Easement for the Brabham Irlonto waterline facilities; and, that Said Chattel Deed provides fee simple transfer on the constructed water lines, valves, Fittings, laterals, connections, storage facilities, pumps, manholes and any and all Equipment and appurtenances to the Montgomery County Public Service Authority. The Chattel Deed is hereby attached and made part of this Resolution by reference.

BE IF FURTHER RESOLVED, that the Chair of the Montgomery County Public Service Authority is hereby authorized to sign the above referenced Chattel Deed for the purpose of acknowledging acceptance of the Deed on behalf of the Directors Of the Montgomery County Public Service Authority.

The easement for the Department of Conservation and Recreation for the Brabham/Irlonto Waterline project was recorded under Resolution R11-8-3.

WATERLINE EASEMENTS

Tax Parcel No.	Owner
46-(A)-14	Blue Eagle Partnership, L.L.C
46-(A)-14A & 46-(A)-14C	Samuel J. & Brenda A. Kinzie
46-(A)-10 & 46-(A)-11	Lewis Wells, Conservator for Charles E. Reese
46-(A)-12D	H.J Brabham, VI, Trustee of the Brabham Living Trust
46-(A)-12C	Larry S. Atkinson
46-(A)-12B	Henry J., IV & Sarah A. Brabham
46-(A)-5A, 46-(A)-6A & 46-(A)-6C	Henry L. Brabham, IV

ISSUE/PURPOSE: Acceptance of chattel deed and easements for operation and Maintenance of the water system to serve Brabham Irlonto waterline

JUSTIFICATION: Chattel deed transfers ownership of the water And sewer assets to the Montgomery County Public Service Authority for operation and Maintenance. See Item 3